

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief/Plans and Policy Staff ~~CONFIDENTIAL~~ DATE: 21 October 1960

FROM : Chief/JOTP

SUBJECT: Your memorandum to DTR dated 17 October 1960; Subject: Redefinition of Recruitment and Training Programs

A. 1. During and after our long discussion about the IG Report, I felt that we saw very much eye to eye on the subject of giving training to all new employees. There was one point, however, on which apparently we did not reach complete understanding. I think, therefore, that before you take up the paper with the DTR, it would be a good idea for me to try to clarify my position on handling the training for those entering on duty as junior professionals but who were not in the JOT Program.

2. In our discussion, I felt that all new employees should be divided into five, not four, broad categories. Evidently, we did not agree on the term "semi-professional." Your definition of "semi-professional" includes what I would call technicians. My concept of the "semi-professional" is the individual just below JOT level. He should be given the opportunity to become a JOT although he appears at EOD to be the kind of individual who could be more appropriately placed in professional jobs which do not contribute to the development of the true JOT's assets. Such positions are of the routine type but must be done by a fairly capable individual. RID analysts, many of the positions in SR/6, many analysts in OCR, editors in FBID, and "intelligence officers" in OBI come into this category.

3. My "semi-professionals" would be people who at present are rejected for the JOT Program because we feel they cannot compete satisfactorily with the JOT but who have assets that would be useful in the Agency. They would be entered on duty in the JOT class and complete the Orientation Phase. If, as we expect, their performance is not up to that of the normal JOT, their further training would be limited to specialized courses offered by OTR, which would be appropriate to the positions to which they would be assigned. They would then be given an on-the-desk assignment of perhaps six months and then be transferred to the Division. On the other hand, if by their performance they indicated that our initial unfavorable judgment was inaccurate, they would continue with the JOT Program. And, of course, provision would also be made to down-grade those selected for the JOT Program who did not perform up to the expected level.

25X1
25 YEAR RE-REVIEW

~~CONFIDENTIAL~~

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would anyway!

25X1 fell into the semi-professional category. I remind you that by
this method, all junior professionals would be exposed to some
CS training. All of this means that the Orientation Phase would
probably be extended by the amount of time devoted to the first
25X1 bloc [redacted] It also means that we would be much more pro-
fessional, not only in the training given all junior officers, but
also in our selection of the career development of each individual.

